

DAILY DIARY

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15 January 1954

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1. Met with the Deputy Comptroller, Chief of his Technical Accounting Staff, and [REDACTED] to discuss allotment control and financial reporting in the DD/I area. The Deputy Comptroller desired to discuss the possible need of a survey of the DD/I offices. Based on my briefing as to the nature of our funds (largely OI) and the steps which have been taken to assure close allotment control, it was agreed that only the following was necessary at this time:

- A. The Technical Accounting Staff will review the present inadequacy of reports being submitted by the Finance Division for unvouchered funds in an effort to improve their accuracy and timeliness;
- B. To study and prescribe a simplified system of allotment control that might be adopted by the offices in lieu of the present systems which vary by Office. It may be that some of the current systems are more complex than is really necessary to assure adequate fund control.
- C. It was agreed that I would invite representatives of the Comptroller's office to the next Administrative Officer's Meeting to discuss initiation of the survey. It was further agreed that a comprehensive management survey of our Administrative function in each of the offices was not necessary or desirable at least at this time.

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2. Concurred in the Staff Study to AD Personnel through Chief, of Administration (DD/P) for the transfer to FE and downgrading to GS-13 of the DD/I [REDACTED] position, in line with arrangements for the replacement of [REDACTED]

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3. Concurred in the WH Division travel order authorizing the temporary duty (7 days) of [REDACTED] of ORR Geographic to [REDACTED] to perform a special project for DD/P.

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4. Discussed with [REDACTED] the general rental housing situation in [REDACTED] in connection with the request of [REDACTED] for an increase in his [REDACTED]. Based on the facts in the case the requested increase is being recommended to WE.

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5. Discussed with [REDACTED] OSI, the draft proposal for the establishment of another [REDACTED] to specialize in the field of weaponry. It was agreed that [REDACTED] should proceed to fully coordinate the proposal and to develop an appropriate dispatch preparatory to Mr. Amory's consideration of the item along with other organizational questions during his meeting with the [REDACTED] early in February.

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